

Notice of Letters of Authority and Extension

Effective immediately, letters of authority will be issued for new permits and transfers of ownership or location only. Letters of authority can only be issued if the local board had a quorum and has approved the application unanimously and there was no remonstrance against the issuance of the permit at the local board level.

Letters of extension can be issued to already existing permits who, for whatever reason, could not file their application in a timely fashion causing insufficient time for the commission to process and issue the permit. The applicant requesting the extension will need to pay the extension fee before the extension can be issued. The only time the fee will be waived is if it can be established the delay was caused in error by the Alcohol and Tobacco Commission or the Indiana State Excise Police.